



July 25, 2014

To: Executive Board

Subject: **Request to Issue RFP – Video Security and Access Control Systems Maintenance**

Recommendation

Authorize the Executive Director to issue a Request for Proposals (RFP) for a contractor to provide ongoing maintenance of Foothill Transit's new security and access control systems.

Analysis

In 2013, the video security management system and access control systems at Foothill Transit's Pomona and Arcadia operations and maintenance facilities and the West Covina administrative offices were upgraded to enhance the safety of its employees, contracted personnel and day-to-day operations. The video security management system (VSS) covers critical common areas of each of Foothill Transit's facilities and allows local real-time monitoring and post-incident viewing of events at Foothill Transit's Arcadia and Pomona facilities, as well as real-time and post-incident viewing from the West Covina administration offices of events at all Foothill Transit facilities. The access control system (ACS) ensures that the buildings and facilities are properly secured with appropriate levels of access to staff members and visitors.

The systems installed by G4S Technology LLC include warranty coverage for a period of 12 months beginning on December 1, 2013. This warranty coverage includes servicing all software and hardware installed within the design. The intent of this RFP is to secure the services of a qualified vendor to provide ongoing maintenance and repair services, as necessary, beginning on December 1, 2014. In addition, the selected vendor will be contracted to provide software updates to Foothill Transit's VSS and ACS as required by the Original Equipment Manufacturers.

Budget Impact

Foothill Transit's adopted Business Plan includes funding for maintenance of Foothill Transit's security and access control systems.

Sincerely,

Kevin McDonald
Deputy Executive Director

Doran J. Barnes
Executive Director